



State of Idaho
DIVISION OF BUILDING SAFETY

C.L. "BUTCH" OTTER
Governor

C. Kelly Pearce
Administrator

1090 East Watertower Street
Meridian, Idaho 83642
208-334-3950
dbs.idaho.gov

DATE: June 5, 2007

TO: Manufactured Home Licensees

FROM: Jack Rayne, Building Bureau Chief
Division of Building Safety

RE: NEW LICENSING REQUIREMENTS

This memorandum serves to notify you of new licensing requirements effective July 1, 2007, as enacted by the passage of House Bill 100 which was signed into law by Governor Otter on March 20, 2007.

Applicants for new retail or resale broker licensure, and dealer licensees who have allowed their license to expire or who have not met bonding requirements or whose license has been terminated for any reason, will be required to submit to a fingerprint-based criminal history check of the Idaho Central Criminal Database and the Federal Bureau of Investigation Criminal History Database. Each applicant will be required to submit a full set of fingerprints and any relevant fees directly to the Idaho State Police and/or the Federal Bureau of Investigation, Identification Division.

In addition to adding a new Resale Broker category, license classifications and bonding requirements have been changed in accordance with Chapter 21, Title 44 of Idaho Code. Responsible Managing Employees (RME's) will only be required for Retailers and Resale Broker license categories. All renewals of current license holders will be subject to the new classifications and bonding requirements after July 1, 2007.

CURRENTLY

AS OF JULY 1, 2007

License Type	License Fee	Bond	License Type	License Fee	Bond
Dealer	\$ 440.00	\$20,000.00	Retailer	\$ 440.00	\$40,000.00
Manufacturer	\$ 440.00	\$20,000.00	Resale Broker	\$ 500.00	\$30,000.00
Installer	\$ 220.00	\$ 5,000.00	Manufacturer	\$ 440.00	\$20,000.00
Service Co.	\$ 220.00	\$ 5,000.00	Installer	\$ 220.00	\$ 5,000.00
Salesperson	\$ 45.00	N/A	Service Co.	\$ 220.00	\$ 5,000.00
RME	\$ 45.00	N/A	Salesperson	\$ 45.00	N/A
			RME	\$ 45.00	N/A

The current dealer/installer licensees will become Retailers (new and used units) or Resale Brokers (used units only) and must obtain **separate** service company or installer licenses, pay the separate license fees as is appropriate, and obtain a separate bond for each license type as indicated in the chart above.

June 5, 2007
Manufactured Home Licensees
NEW LICENSING REQUIREMENTS

All current licensees, renewing after June 30, 2007, are required to obtain the bonds in the amount indicated above for the new license type specifications by July 1, 2007. After June 30, 2007, combination dealer/installer licenses will no longer be issued. Separate licensure, bonding, and fee payment will be required for Retailers or Resale Brokers who also want to install or service mobile or manufactured homes.